



State of Louisiana
DIVISION OF ADMINISTRATION

HUMAN RESOURCES DEPARTMENT

M. J. "MIKE" FOSTER, JR.
GOVERNOR

MARK C. DRENNEN
COMMISSIONER OF ADMINISTRATION

DIVISION OF ADMINISTRATION

PERSONNEL POLICY NO. 53

EFFECTIVE DATE: September 11, 2002

SUBJECT: Flexible Maximum Hire Rate For Statewide Accounting
System Analyst 3 Job, Position # 50329967

AUTHORIZATION: _____
Whitman J. Kling, Jr., Deputy Undersecretary

I. POLICY:

In accordance with authority granted by the State Civil Service Commission and effective September 11, 2002, it is the policy of the Division of Administration (DOA) to implement a Flexible Maximum Hire Rate for Position # 50329967 in the following job title:

- Statewide Accounting System Analyst 3

II. PURPOSE:

The purpose of this policy is to provide the DOA with a tool that allows for flexibility in pay for recruitment and retention purposes.

III. APPLICABILITY:

This policy shall be applicable to the Office of Statewide Reporting and Accounting Policy of the DOA.

IV. PROCEDURE:

Beginning September 11, 2002, when hiring an employee in this position in the following job title, the DOA will hire at the established Special Entrance Rate, which is attached:

- Statewide Accounting System Analyst 3

A Personnel Action Request (PAR) requesting an appointment to this position in this job title must reference the Special Entrance Rate in the "Remarks" portion of the PAR.

V. QUESTIONS:

Any questions regarding this policy should be directed to the Office of Human Resources.

ADDENDUM

Effective September 11, 2002, the Civil Service Commission approved a Flexible Maximum Hire Rate for Position # 50329967 in the Statewide Accounting System Analyst 3 job title in the Division of Administration.

The following chart reflects:

1. The title, job code and GS level of the job and position affected, and
2. The previously authorized DOA Special Entrance Rate of the job and position affected, and
3. The actual biweekly hire rate that will be utilized by the DOA when filling this position from September 11, 2002 forward.

TITLE	JOB CODE	POSITION #	GS LEVEL	PREVIOUS DOA SPECIAL ENTRANCE RATE	BIWEEKLY HIRE RATE 9/11/02
Statewide Accounting System Analyst 3	152930	50329967	21	\$1,489.38	\$2,132.00